THE UNIVERSITY OF WINNIPEG

APPLIED COMPUTER SCIENCE

Course Number - ACS-1803-004
Course Name – Introduction to Information Systems

Instructor Information

Instructor:	**David Tenjo**	**Office:**	3D18
E-mail:	**d.tenjo@uwinnipeg.ca**	**Office Hours**:	Friday 12:00 pm - 1:00 p.m.
			or by email appointment

Class Meeting Time: M/W 11:30 AM - 12:45 PM   **Room No:** 4M47
Course Web Page: https://courses.acs.uwinnipeg.ca/1803-004

Important Dates

First Class:	January 7, 2019
Reading Week (no classes)	February 18 – February 21
Midterm Exam:	February 25, 2019
Final Withdrawal Date w/o academic penalty:	March 15, 2019

(A minimum of 20% of the work on which the final grade is based will be evaluated and available to the student before the voluntary withdrawal date)

Last Class:	April 5, 2019
Final Exam:	April 22, 2019

Course Objectives/Learning Outcomes

The course provides students with a basic conceptual understanding of Information Systems and computers as a tool, including the basics of database and telecommunication technology. The course also addresses the question: "how can computers help a business (or other organization)?" Highlights of business application systems that support the functions of accounting, finance, marketing, human resource management and manufacturing will be provided.

Enterprise Resource Planning Systems, Customer Relationship Management Systems, Executive Information Systems, Decision Support Systems and Expert Systems are also covered. Further, topics of eBusiness and eCommerce are covered. The final section of the course introduces the student to the process of developing a customized computer-based information system, presenting the system development life cycle and outlining the work of a systems analyst.

In this course students will develop a thorough overview of the different ways computers can be used in organizational management and operations.

Evaluation Criteria

1. **Assignments (20%)**
   - Assignment 1 due *January 28, 2019*
   - Assignment 2 due *February 13, 2019*
   - Assignment 3 due March 13, 2019
   - Assignment 4 due April 1, 2019

   All assignments due before the beginning of class. As a rule, late assignments will not be accepted, unless documented extenuating circumstances, such as a medical situation, prevented the timely completion of the work.

2. **Midterm Exam** (**25%**) – *February 25, 2019*
   - Missed exam will receive a mark of zero, unless a medical certificate is provided, no accommodation is made for missed exams.

3. **Final Exam (55%)** - April 22, 2019

Please contact the instructor as soon as possible if extenuating circumstances require you to miss a class, assignment, test or examination.

Keep a copy of all class work handed back in case there is an error in recording of marks by the instructor.

With regard to appeals, see Section 10 of the Regulations & Policies Document in the 2018-2019 Course Calendar (**http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf**).

Exam Requirements
- Photo ID at exam is required.
- You are expected to write the test/exam on its given day.
- No electronic devices (e.g. cell/smart phone, laptop, scientific calculators, translators, etc.) are permitted.
- Midterm and final exams are closed-book.
- Unless a medical certificate is provided, no accommodation is made for missed exams.

Final Letter Grade Assignment

Historically, numerical percentages have been converted to letter grades using the following scale. However, instructors can deviate from these values based on pedagogical nuances of a particular class, and final grades are subject to approval by the Department Review Committee.

A+	90+ - 100%	B+	75 - 79%	C	60 - 64%
A	85 - 90%	B	70 - 74%	D	50 - 59%
A-	80 - 84%	C+	65 - 69%	F	below 50%

Prerequisite and Restriction Information[*]

(This information can be found in the UW Undergraduate Academic Calendar)

- There are no formal pre-requisites listed in the calendar. However, it is assumed that students have basic knowledge on computer usage including the internet, electronic files, and word processing applications.

Email Communication

Emails from accounts at uwinnipeg.ca are usually not filtered by the UofW email filter. Thereby it is recommended electronic communication used for the course utilize a UofW email account to minimize the risk of filtering.

Services for Students

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or accessibilityservices@uwinnipeg.ca to discuss appropriate options. All information about a student's disability or medical condition remains confidential http://www.uwinnipeg.ca/accessibility.
Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found in the 2018-19 Undergraduate Academic Calendar.

All students, faculty and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at www.uwinnipeg.ca/respect .

Misuse of Computer Facilities, Plagiarism, and Cheating

Academic dishonesty is a very serious offense and will be dealt with in accordance with the University's policies. Be sure that you have read and understood Regulations & Policies #8, in the 2018-2019 UW Undergraduate Academic Calendar available at http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf and the UW academic misconduct policy available at http://pace.uwinnipegcourses.ca/sites/default/files/pdfs/publications/Academic%20Misconduct%20Policy.pdf

Avoiding Academic Misconduct. Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves "aiding and abetting" plagiarism. Students who do this can be charged with Academic Misconduct.

Avoiding Copyright Violation. Course materials are owned by the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor /presenter before photographing or recording slides, presentations, lectures, and notes on the board.

Additional information is available at University of Winnipeg library video tutorial "Avoiding Plagiarism" https://www.youtube.com/watch?v=UvFdxRU9a8g

Text Book(s) / Reading List / Tools
We will use the following books as guide, supplemented with readings throughout the course:

- Fundamentals of Information Systems (9th edition), by Stair and Reynolds; Course Technology, ISBN13: 978-1-337-09753-6
- Additional Readings and Class Notes will be made available through the course web site.

Topics to be covered (Tentative)

1. Definition of Data, information, and Information Systems
2. Database concepts; database modeling, data warehousing and mining. Database Management Systems.
3. Information needs at different levels in the organization. Operational, Tactical and Executive information Systems. Information Processing modes (Batch, Online, etc.)
4. Basic transaction processing and management reporting systems in: accounting, finance, marketing, human resources, manufacturing and supply chain management. Electronic Data Interchange, Enterprise Resource Planning systems.
5. Functional Area Systems: - Accounting, HR, Marketing, Operations
6. Enterprise Systems: Customer Relationship Management (CRM) Systems, Supply Chain, Product Lifecycle Management (PLM), Enterprice Resource Planning, Value Chain
7. Decision Support Systems,
8. Expert Systems, Knowledge Management Systems, AI
9. Hardware and Software
10. Telecommunications, the wen
11. eCommerce
12. Security, ethics and internal control in organizational information systems. System security components. Access controls, application controls, system controls. Information system auditing. Trust Services (e.g., WebTrust) and seals.
13. System Acquisition and Development
14. Social Impact of IS
15. Careers in Information Systems

Note that all topics listed may not be covered and may be offered in a slightly different time order.

Additional Course Related Information

1. When it is necessary to cancel a class due to exceptional circumstances, instructors will make every effort to inform students via uwinnipeg email (and/or using the preferred form of communication, as designated in this outline), as well as the Departmental Assistant and Chair/Dean so that class cancellation forms can be posted outside classrooms

2. Students are reminded that they have a responsibility to regularly check their uwinnipeg e-mail addresses (and/or using the preferred form of communication, as designated in this outline) to ensure timely receipt of correspondence from the university and/or their course instructors

3. Please note that withdrawing before the VW date does not necessarily result in a fee refund (March 15 is VW date for classes that begin in January and end in April).

4. No make-up classes scheduled